



## HVAC Mechanic

**Department:** General Services

**Class Code:** 3118

**EEO Code:** 27

**FLSA:** N

**Effective:** 01/05/1992

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### **GENERAL STATEMENT OF DUTIES:**

Under general supervision; performs work of moderate difficulty operating, repairing and maintaining HVAC systems, control systems and associated equipment in County owned buildings; and performs other work as required.

### **SPECIFIC STATEMENT OF DUTIES:**

Installs, inspects and performs preventative maintenance on HVAC equipment; maintains proper and efficient operation of HVAC equipment to ensure a comfortable climate throughout buildings; performs preventative maintenance on air compressors; checks, repairs, and replaces pneumatic controls; adds necessary chemicals to systems requiring water treatment; works to correct air quality problems; operates computerized building control systems; maintains an inventory of HVAC supplies to ensure continuous operation of systems; remains on-call for emergencies; and performs other work as required.

### **REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:**

Good knowledge of HVAC systems and control circuits; of mechanical, electrical and pneumatic control systems of chemicals used to balance, flush and cleanse closed loop water systems;

Working skill in adding chemicals to water for treatment; in reading and understanding mechanical, electrical and structural blueprints, drawings and schematics; in repairing and operating pneumatic controls; ability to perform heavy manual labor.

### **MINIMUM EDUCATION AND EXPERIENCE:**

Completion of the core curriculum for a high school diploma, four years of technical or "on the job" education in Refrigeration and Air Conditioning and three years experience in the installation and maintenance of commercial HVAC systems; or an equivalent combination of training and experience.

### **ADDITIONAL REQUIREMENTS:**

Valid vehicle operator's license.

<p>This class specification is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.</p>
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